UNITED STATES DISTRICT COURT

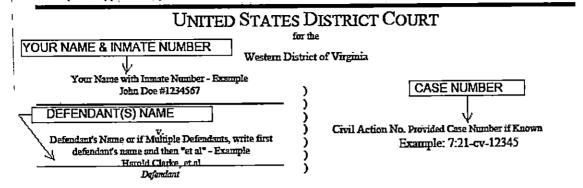
Western District of Virginia Office of the Clerk 210 Franklin Road, Suite 540 Roanoke, VA 24011-2208

Andrew Fields, III #04595-033 United States Penitentiary P.O. Box 1002 Thomson, IL 61285	Go to Next Page
Dear Sir / Madam:	
In response to your recent submirelevant information.	ssion to the Court, please read the marked sections for the
Conference of the United States, photoco	U.S.C. 1914 and the fee schedule established by the Judicial opies of documents from the court's record are \$.50 per page. If pay the copy fee. Please forward payment, the style of the case, and the Court will mail them to you.
To receive your selected documents, you	need to first pay \$ for pages.
The forms/copies you requested an	re enclosed.
We do not have forms regarding N	Motions such as Appointment of Counsel or Writ of Mandamus.
We are unable to send you your re	equested form
because I do not know if it even exists. A I am prohibited from performing legal re-	as an employee of the Court, I must also remain neutral, and thus, search for anyone.
You asked about the Freedom of I (5 U.S.C. §552) nor the Privacy Act (5 U	Information Act. Neither the Freedom of Information Act J.S.C. §552a) applies to the Judiciary.
file an action. I have enclosed a copy of t multiple copies of the form. Please fill ou photocopied signatures are not acceptable determination by the Court that your claim	onal rights have been violated, you may, at your sole discretion, the appropriate form for filing such action. You may make at the form carefully and legibly and sign the forms as e. Please note, however, that providing you this form is not a m(s) have any merit. The Court provides the form only as a Court, 210 Franklin Road, Suite 540, Roanoke, VA 24011-
Please be advised that neither the send to litigants, but they are available or Federal Rules of Civil Procedure are also libraries. Our standing order refers all no	Local Rules nor the Standing Orders are available in a format to a the Court's website. www.vawd.uscourts.gov . They and the available from various legal research providers or at law an-dispositive matters in pro se prisoner actions to a United States ivil actions to be filed in the Roanoke Division for administrative

reasons only. However, the Court will inform you of the application of any complaint or petition.	icable Local Rule and Standing Orders upon	
No case number was noted on the document(s) sent to case in this Court in which you wish to file this submission. It motion in a pending or closed case, please indicate how and in filed. If you intend to file in a different court, please mail it to	f you intend to pursue a new action or file a n which action you want the documents	
The Court received a payment on your behalf, and it's	returned to you as an enclosure to this letter	
You do not presently owe money that the Cour accept partial payment of the filing fee unless the Court grant installments, pursuant to 28 U.S.C. §1915 and even then, thos Trust Account Officer from the facility where you are housed	rt collects The Court does not ed you the opportunity to pay in e payments would sent to the Court by the	
I am not permitted to provide the legal information you claims presented to the parties. The Court could not maintain assisted either party. As an employee of the Court, I must also	its role as an unbiased arbiter of claims if it	
The court is authorized to adjudicate cases. The Court investigate allegations of misconduct. Please contact the approor ombudsman with the jurisdiction to address your concerns.	opriate law enforcement, inspector general,	
The Court does not have any record of the case/ data/ pleading/document you described.		
You asked about the status of your case. I cannot give taken in your case. You will receive a copy of any order and/o		
The address you requested is:		
Sending unrequested information to the Court with the your case is incorrect. The Court will review your case in turn		
Please find your enclosed submission because it does not maintain a record of such correspondence.	not pertain to a pending action and the Court	
We are returning the proposed summons to you be accurately filled out. Please see the example summer the required information. Once they are done correspond to the with the court seal and return to you to	mons page included to assist you with rectly, you may return them and we will	
	Sincerely,	
LA	AURA A. AUSTIN, Clerk of Court	
DO NOT SEND IN SOCIAL SECURITY NUMBERS, MES OF MINOR CHILDREN OR DATES OF BIRTHS.	By: Deputy Clerk	
WE RECOMMEND YOU MAKE A COPY OF	Date: 10/20/2022	

ANYTHING YOU SUBMIT FOR YOUR RECORDS

If you choose this Option for Service of Process, you need to fill in the blanks and send to the Clerk's Office. They will confirm required fields and then sign, date and return to you so that you may perform service. AO 440 (Rev. 06/12) (02/17 WD/VA) Summore in a Civil Action



SUMMONS IN A CIVIL ACTION

To: (Defandant's name and address)

DEFENDANT(S) NAME & ADDRESS

Provide the Name and Address of the particular defendant to be served. If you are serving more than one defendant, you must complete a separate simmons for each defendant to be

A lawsuit has been filed against you.

John Doe #1234567

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — or 120 days for Social Security Cases filed pursuant to 42 USC 405(g) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

Provide Your Name, Inmate Number and Address: Example:

YOUR NAME & INFORMATION Red Onion State Prison P.O. Box 1900 Pound, VA 24279 If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. **CLERK WILL SIGN WHEN WE** You also must file your answer or motion with the court. ISSUE AND RETURN TO YOU TO SERVE ON DEFENDANT(S) CLERK WILL DATE WHEN WE CLERK OF COURT ISSUE AND RETURN TO YOU TO SERVE ON DEFENDANT(S) Clark will Sign when Issued Date: Clerk will date when Issued Signature of Clark or Deputy Clark